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IDENTIFIERS *Alabama Public Library Service; Library Services and Construction Act

ABSTRACT

This annual report summarizes activities of the Alabama Public Library Service for the fiscal year 1992. The following general areas are discussed: (1) agency services, including agency restructuring and personnel lay-offs, children's summer library program, the state union list of serials, automated systems, and production of a second edition of the Alabama Union List of Serials in CD-ROM format; (2) circulation, including the effects of budget cuts and staff reduction, services for the blind and physically handicapped, number of items circulated in several categories, and materials handled in cataloging and processing; (3) continuing education, including workshops and conferences for librarians and other staff; (4) special projects, including a series of the National Issues Forums, the development of a public library building program, and Alabama's Call for America's Libraries campaign; (5) publications, including newsletters and several reports; and (6) financial responsibilities, including LSCA (Library Services and Construction Act) grants awarded. Alabama Public Library Service staff are listed. A related report provides more detailed statistics and a complete directory of libraries. (KRN)

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ALABAMA PUBLIC LIBRARY SERVICE

1992 ANNUAL REPORT

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1992 Annual Report

Alabama Public Library Service

6030 Monticello Drive
Montgomery, Alabama 36130
205/277-7330
800/392-5671
FAX 205/272-9419

This publication is made possible in part by funds from the Library Services and Construction Act.

March 1993

Dear Library Friends:

On behalf of the staff and the Executive Board of the Alabama Public Library Service, I am pleased to present to you the 1992 annual report. This report summarizes the accomplishments of APLS over the past fiscal year.

Each year brings new excitements and challenges to the Alabama Public Library Service. Fiscal Year 1992 was no different from past years except that we were faced with more challenges. These challenges resulted in coping with decreased funding for APLS operations which required extensive retrenchment within the agency.

The Executive Board scutinized each service and program provided by APLS and determined our basic levels of service. These services were evalulated and determined to meet the mission of the agency.

The mission of the Alabama Public Library Service is to promote, coordinate, and support public library service in Alabama. Various programs and services we offer accomplish this mission such as the reference and interlibrary loan program, the statewide summer library program, grants in aid including supplemental aid to public libraries and federal Library Services and Construction Act funds, and services to patrons with special needs through the Regional Library for the Blind and Physically Handicapped.

We will always be faced with challenges in our effort to work for the betterment of public library services in Alabama and to insure that all Alabamians have equal access to information resources.

On behalf of all of us at the Alabama Public Library Service, I thank you for your continued support and committment to providing library services to our citizens. With your continued support we will have a promising tomorrow.

Patricia L. Harris
Director

Alabama Public Library Service Executive Board

Members of the Alabama Public Library Service Executive Board are, left to right, Dunlap, Harrison, Snider, Doyle, Malkmus, Comer and Weatherly.

Ronald A. Snider
District 1
Mobile

Glen R. Dunlap
District 2
Ozark

Bragg Comer II
District 3
Sylacauga

Walter J. Weatherly
District 4
Fort Payne

Bernard R. Malkmus
District 5
Decatur

Virginia Doyle
District 6
Birmingham

William T. Harrison
District 7
Columbiana

Agency Services

Fiscal year 1992 was a defining point for the Alabama Public Library Service. Severely understaffed because of budget cuts and employee lay-offs, the agency struggled to find a way to provide quality service with little staff or money to get the job done.

Thus 1992 began a new era for the agency -- a year of restructuring and change to ensure the agency met its standards, but within the defining guidelines of its reduced economics.

At the beginning of the year, 14 staff members were notified they would be laid off due to budget constraints. After the lay-offs, remaining staff had to identify tasks for which there was no longer a staff member responsible, reassign these tasks and retrain remaining staff to handle them. In many cases, the retraining involved was major. Task statements and performance standards had to be rewritten for almost every position. Despite the major stresses on staff with added responsibilities, staff time lost to retraining, and diminished resources, staff worked hard to maintain basic services at the same level.

Librarians take oath to become deputies in the 1992 summer library program, Marshall Al's Wild & Woolly West. More than 134,000 children participated in library activities featuring Al.

The agency was able to continue its summer library program, providing materials for Alabama libraries promoting its 1992 summer theme, "Marshall Al's Wild & Woolly West". This theme, which continued the adventures of a library-loving alligator, Al A. Bama, was chosen by a committee of librarians from around the state. In the early spring, library development staff distributed 74,780 reading logs, 173,205 bookmarks, 2,385 posters and 50,875 certificates to all the state public libraries. Statistics provided by the libraries showed that more than 44,000 children read 846,688 books during the summer. In addition, libraries presented more than 2,700 individual program activities attended by 134,615 children.

Agency Services

(continued)

Also during the year, the Alabama Union List of Serials (AULS) completed its second year at the agency. AULS contains the holdings of 129 libraries throughout the state and consists of more than 28,000 unique periodical titles. APLS published and distributed the microfiche version of AULS to all contributors and also produced a paper copy for sale to libraries who wanted a copy in this media.

Serving on the AULS Advisory Committee in 1992 were Maureen Battistella, Cheryl Blanton, Sherida Downer, Emily Eddy, Bettye Forbus, Sandra King, Johnnie McAnally, Sue Medina, Lee Pike, Carla Pomager, Judy Reeves, Barbara Rowell, Jerry Stephens and ex-officio member, Cathy Kellum.

One of the major accomplishments in Library Operations was the coordination of database sources and processing by the CD-ROM vendor to incorporate the holdings of AULS into the second edition of the ALICAT CD-ROM database. In the spring, APLS offered CD-ROM workstations with accompanying ALICAT CDs and search software to 24 libraries meeting interlibrary loan eligibility criteria. The libraries will receive the workstations in early FY 93.

In the Blind and Physically Handicapped Division, all ongoing audioduplication projects were completed or halted. Only magazine submasters and essential book titles were duplicated for circulation.

With the loss of 14 workers in FY 92 added to the previous year which ended with 12 positions short due to normal attrition and a two-year hiring freeze, APLS struggled to keep its morale high and work ongoing. The agency continues to hope for a better year, meanwhile providing the best services possible to the public it serves.

Circulation

There was no way around it.

Lack of staff and money affected circulation figures throughout the agency. Not only was APLS affected by the economic situation, but libraries throughout the state responded to the agency by telling of dealing with the same problems in their own libraries.

For FY 92, the Blind and Physically Handicapped Division circulated 20 percent less disc and record titles than in FY 91. The division circulated 9,716 disc titles and 109,980 cassettes. Braille volumes increased to 2,549, a six percent gain. Daily circulation was down due to the lack of staff time directed toward book selection for patrons. Through the BPH newsletter, ***WhAT'S LINE***, and phone calls, patrons were encouraged to find help in the selection of their own booklists.

Walk-in patronage was steady at 52 visits a month for book pickups, machine exchanges, new registrations, braille service and general information requests. BPH began serving 751 new readers this year and lost 492 readers due to cancellation, death or transfers.

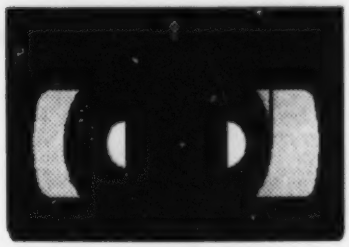
There were 3,347 individual patrons and 107 institutions actively on the service within its direct service area. Staff handled 315 reference/referral questions. BPH requested 125 interlibrary loans for its patrons and loaned out 1,204 ILLs for patrons at other network libraries.

In the Reference/Interlibrary Loan section, overall circulation dropped by 20.6 percent with circulations through APLS to libraries dropping by 17.8 percent and circulations to state employees dropping by 25.5 percent. There was a drop of 22 percent in registered borrowers.

The Reference Department received 15.8 percent fewer requests during the year. Overall, 69.6 percent of the requests could be filled in-house within 24 hours. Including requests that involved placing a reserve to fill brought the in-house fill rate to 72.9 percent. The average time required to fill a reserve was 18.4 working days.

There were 15 percent fewer title requests, but title requests from public libraries dropped by only 11.7 percent. Eighty-four percent of the title requests were filled, but only 61 percent were filled in-house. These figures represent dramatic drops from the FY 91 fill rate of 90.8 percent with 82 percent filled in-house last year. Several years of greatly reduced book budgets have taken a toll.

Circulation
(continued)



The reference request fill rate was 98.8 percent. Cataloging and Processing handled 470 more books this year than last, reflecting an 11 percent increase in monographic, serial and microform government documents cataloged.

Cataloging of commercially published books decreased by 438 or 18.7 percent from FY 91 and cataloging of videos decreased by 63, both figures reflecting continued materials budget reductions.

The Audio Visual Department operated at 80 percent of its FY 91 staffing level and 67 percent of the FY 90 level. During FY 92, video circulation continued to climb overall and film circulation continued to drop. This trend parallels what is happening nationally. In Alabama, it seems to have been exacerbated by budget crises in the libraries which have affected the libraries' abilities to do programming and pay postage to return films to APLS.

Video circulation was up by 53 percent. Times shown were up by 84 percent with total audience up by 72 percent over last year. Circulation of 16mm films was down by 23 percent, with times shown down by 14 percent and total audience down by 27 percent. AV reference questions were up by 44 percent.

Continuing Education

Because of budget cuts and staffing losses, APLS was unable to provide as many workshops or training opportunities for librarians as in previous years.

Reference staff presented programs to individual groups. Also, for the first time in several years, all reference librarians were able to attend DIALOG training sessions. All attended a refresher course and either a course on the newspaper database or on corporate databases. In addition to these training sessions, APLS was represented by staff at various library meetings.

In the Blind and Physically Handicapped Division, fewer school tours were scheduled in the library and offsite tours were made only when transportation could be provided for the staff member and/or volunteer involved.

Involved in the activities of the Regional Library for the Blind and Physically Handicapped were members of its BPH Consumer Advisory Committee. Its members are Carol Allison, Lucy Brock, Raymond Bruce, Connie Cohen, Chuck Delong, John Ed Daniel, Rita Houston, Don Sims, Louise Green, Gloria Hamlin, Martha Thompson, Mike Norris, Mike O'Connor, Angeline Pinckard, Jordan Todd, Wanda Veal, Doris McQuiddy and Jan Wright.

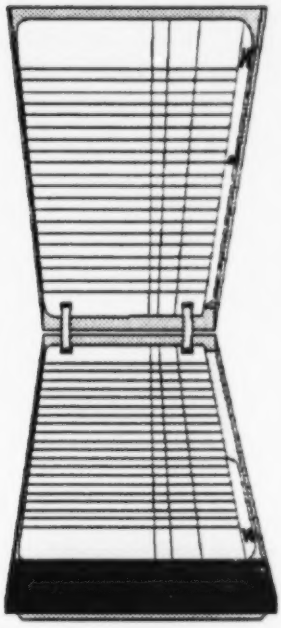
Birmingham conference on the future of rural and small public libraries attracted more than 180 librarians from across the United States.

APLS cosponsored three conferences which were well attended. The agency co-sponsored the Alabama Literacy Coalition Fall Literacy Conference in Birmingham and the Conference on the Future of Rural and Small Public Libraries also held in Birmingham. More than 180 librarians from across the U.S. attended the conference on rural and small public libraries.

Also during the year, APLS and the University of Alabama Graduate School of Library and Information Services sponsored a two-day seminar on personnel administration. Education programs were provided at three public library administrators meetings held at APLS.

Library Development began a new two-part program for orientation of new directors. A consultant visits the library for a half day after a new public library director begins work. Pertinent APLS publications including rules, regulations, agency deadlines, etc. are explained. A second half day is then scheduled at APLS for the director to tour the facility and meet with agency staff.

Special Projects



Although it was a year of downsizing for the agency, there were a few special projects undertaken by APLS.

The Alabama Humanities Foundation awarded APLS a $4,000 grant for a series of "National Issues Forums in Alabama Public Libraries." Four public libraries presented programs where scholars led reading/discussion sessions. More than 300 people attended these programs.

The agency redesigned its annual statistical report form. Library administrators were given the opportunity to input on drafting the new form.

The Capital Improvements Committee was formed to determine current status of public library buildings in Alabama and develop a public library building program to be submitted to the APLS Executive Board. Committee members are George Stewart, Jane Jackson, Mary Ann Johnson, Gwen Gunter, Georgianna Thomas, Shirley Spears, Annie Lucas, Becky Buckner, Sandra Underwood, Peggy McCutchen, Donna Schremser, Linda Andrews, David Brennan and Becky Cothran-Nichols.

The Task Force on Reference/Interlibrary Loan Channels completed its work and submitted a report to the APLS Executive Board. Recommended changes in Alabama Library Information Network protocols were implemented.

Library Operations staff managed Alabama's campaign in the "Call for America's Libraries", a national support campaign begun by the American Library Association. Due to budget cuts, the VISTA program for adult literacy transferred to Tuskegee University and the Alabama Literacy Coalition was moved to the Alabama Commission on Higher Education.

Publications

As usual, the Alabama Public Library Service produced several publications for agency functions.

Regular publications such as ***WhAT'S LINE*** and ***Cottonboll*** continued to be published, although ***WhAT'S LINE*** was reduced from eight pages to four pages. ***Cottonboll*** was reduced from a bimonthly to a quarterly publication. Subscribers were asked to mail in their requests to continue their subscription to the newsletter. Subsequently, its printing was reduced from 2,700 to 600.

In an effort to reduce printing and mailing costs, the biweekly newsletter ***APLSauce*** was used to announce meetings, workshops and other information of interest to the public libraries in the state. This resulted in a decrease in production and special mailings of brochures, flyers, etc.

The agency produced its annual report, ***Library Directory and 1991 Statistical Report*** and a three-volume, paper edition for AULS users. Other APLS publications included ***Federal Public Library Programs in Alabama*** and ***Alabama Long Range Program for Library Development***.

Again this year, the Support Services Division produced a program manual, bookmarks, logs, posters and reading certificates for the 1992 summer library program.

Financial Responsibilities

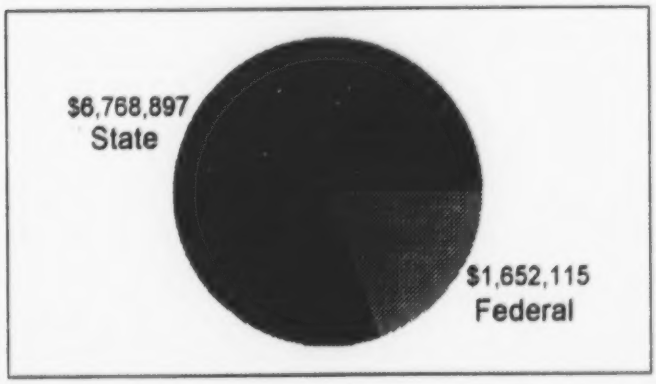
The APLS Executive Board approved grants of Library Services and Construction Act (LSCA) funds under Title I, Title II and Title III to public libraries, library systems and state agencies. A listing of these grants is found on pages 12 - 13.

Members of the 1992 LSCA Advisory Council are Shirley Spears, Deborah Grimes, Barbara Roberts, Patricia Moore, Ellen Ronnlund, Willa Dean Daniel, Rebecca Buckner, Jack Bulow, Olympia McCrackin, Annabel Stephens, William Hubbard, Paul Martin, Sara Wuska, Paulette Williams and Nettie Whitley.

Training grants were awarded to one fulltime student and two parttime students for graduate study in library work.

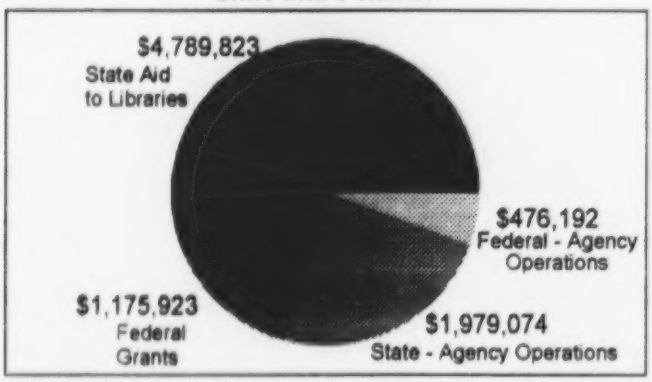
A total of $4,789,823 or $1.19 per capita was awarded in State Aid for FY 92. See page 11 for a breakdown of state aid totals.

APLS Funding Sources



APLS Funds Distribution

State and Federal



Libraries Receive State Aid in 1992

Anniston-Calhoun County Public Library	$ 127,380.00
Akron Public Library	560.00
Autauga-Prattville Public Library	40,865.00
B. B. Comer Memorial Library	14,950.00
Baldwin County Library System	117,359.00
Barbour County Library Cooperative	30,350.00
Birmingham Public-Jefferson Co. Library	777,998.00
Oneonta Public Library	46,867.00
Brent-Centreville Public Library	19,794.00
Carl Elliott Regional Library	107,141.00
Cheaha Regional Library	162,825.00
Chilton-Clanton Public Library System	38,758.00
Choctaw County Public Library	19,128.00
Citronelle Memorial Library	4,384.00
Clarke County Library Development Board	32,528.00
Cross Trails Regional Library	136,130.00
Cullman County Public Library	80,737.00
DeKalb County Public Library	65,260.00
Escambia County Cooperative Library	42,413.00
Evergreen-Conecuh County Public Library	16,783.00
Fayette County Memorial Library	21,449.00
Florence-Lauderdale Public Library	72,079.18
Gadsden-Etowah County Public Library	119,222.00
Greene County-Eutaw Public Library	2,724.00
Greenville-Butler County Library	26,141.00
H. Grady Bradshaw-Chambers County Library	44,035.00
Hale County--Greensboro Library	3,638.00
Hayneville Public Library	1,157.00
Henry County Library Authority	18,359.00
Houston-Love Memorial Library	97,119.00
Huntsville-Madison County Public Library	285,291.00
Ina Pullen Smallwood Memorial Library	7,940.00
Leighton Public Library	46,763.07
Macon County-Tuskegee Public Library	29,766.00
Marengo Library System	27,565.00
Marshall County Cooperative Library	84,582.00
Mildred B. Harrison Regional Library	118,646.00
Mobile Public Library	395,917.00
Monroe County Public Library	28,622.00
Montgomery City-County Public Library	249,673.00
Mose Hudson Tapia Public Library	2,932.00
Moundville Public Library	1,610.00
Muscle Shoals Regional Library	37,992.75
Northwest Regional Library	87,600.00
Ozark-Dale County Public Library, Inc.	59,267.00
Perry County Library Development	15,237.00
Phenix City-Russell County Public Library	55,891.00
Pickens County Cooperative Library	24,717.00
Pike County Library Cooperative	32,953.00
Prichard Public Library	40,972.00
Selma-Dallas County Public Library	57,474.00
Scottsboro Public Library	57,075.00
St. Clair County Library	59,716.00
Sumter County Library System	19,314.00
Tuscaloosa Public Library	179,741.00
Union Springs Public Library	13,186.00
Washington County Public Library	19,934.00
Wheeler Basin Regional Library	221,738.00
White Hall Public Library	972.00
Wilcox County Library	16,203.00

LSCA Grant Recipients for FY 92

Title	Library	Project	Amount
1	Adamsville Public Library	Small Library Development	$ 3,000
1	Ala Dept of Corrections	Alabama Prison System's Library Services	28,500
1	Ala Dept of Mental Health/Mental Retardation	Institutional Library Services	44,200
1	Ala Institute for the Deaf and Blind	Patron Outreach Project (POP)	13,500
3	Alabama Library Exchange	Cooperative Library Network	29,685
1	Alabama Public Library Service	Professional Training Grants - Full-time	5,000
1	Alabama Public Library Service	Professional Training Grants - Part-time	5,000
1	Alabama Public Library Service	Net-lending - Public Libraries	10,000
1	Alabama Public Library Service	Continuing Education	20,000
1	Alabama Public Library Service	Summer Reading Program	20,000
1	Aliceville Public Library	Small Library Development	3,000
1	Arab Public Library	Small Library Development	3,000
1	Ashland City Library	Small Library Development	3,000
1	Ashville Public Library	Small Library Development	3,000
1	Atmore Public Library	Small Library Development	3,000
1	Auburn Public Library	Technological Enhancement -- CD-ROM Database	4,875
1	Birmingham Public Library	Major Urban Resource Library	25,000
1	Boaz Public Library	Small Library Development	2,000
1	Brantley Public Library	Small Library Development	2,000
1	Brewton Public Library	Small Library Development	3,000
1	Carl Elliott Regional Library System	Collection Developmt in the Pure Sciences (Dewey 500's)	3,000
1	Citronelle Memorial Library	Small Library Development	3,000
1	Clyde Nix Public Library	Small Library Development	3,000
1	Collinsville Public Library	Small Library Development	3,000
1	Columbiana Public Library	Small Library Development	3,000
1	Cross Trails Regional Library	Reference and Interlibrary Loan Librarian	17,961
1	Crossville Public Library	Small Library Development	3,000
1	Daleville Public Library	Small Library Development	3,000
1	Daphne Public Library	The Changing World Around Us	6,000
1	Daphne Public Library	First Impressions/Lasting Impressions	12,500
1	Demopolis Public Library	Small Library Development	3,000
1	Earle A. Rainwater Memorial Library	Small Library Development	3,000
1	Emma Knox Kenan Public Library	Small Library Development	3,000
1	Flomaton Public Library	Small Library Development	3,000
1	Foley Public Library	Small Library Development	3,000
1	Fultondale Public Library	Small Library Development	3,000
1	Garden City Public Library	Small Library Development	2,000
1	Gardendale Public Library	Small Library Development	3,000
1	Geraldine Public Library	Small Library Development	3,000
1	Gordo Public Library	Small Library Development	3,000
1	Grant Public Library	Small Library Development	3,000
2	Greene County Public Library	Public Library Main Facility New Construction	268,787
1	Grove Hill Public Library	Small Library Development	3,000
1	Hayneville Public Library	Small Library Development	3,000
1	Helena Public Library	Small Library Development	3,000
1	Hokes Bluff City Library	Small Library Development	3,000

LSCA Grant Recipients for FY 92

Title	Library	Project	Amount
1	Horseshoe Bend Regional Library	Reference and Interlibrary Loan Librarian	$ 17,961
1	Houston-Love Memorial Library	Collection Development	10,000
1	Huntsville-Madison County Public Library	Door to Learning	10,000
1	Huntsville-Madison County Public Library	Major Urban Resource Library	25,000
1	Ider Public Library	Small Library Development	3,000
1	Jackson Public Library	Small Library Development	3,000
1	Jacksonville Public Library	Small Library Development	3,000
1	Kennedy Public Library	Small Library Development	1,000
1	Lallouise Florey McGraw Public Library	Small Library Development	3,000
1	Lewis Cooper Jr. Memorial Library	Collection Development: Dewey Dec. 500 and 600 (Juvenile)	3,000
1	Lexington Public Library	Small Library Development	3,000
3	Library Management Network, Inc.	Cooperative Library Network	29,685
1	Lincoln Public Library	Small Library Development	3,000
1	Lineville Public Library	Small Library Development	3,000
1	MCHS Community Library	Small Library Development	3,000
1	Midfield Public Library	Small Library Development	3,000
1	Mildred B. Harrison Regional Library	Reference and Interlibrary Loan Librarian	17,961
1	Mildred B. Harrison Regional Library	Love Me, Read to Me	24,100
1	Millport Public Library	Small Library Development	1,000
1	Mobile Public Library	Major Urban Resource Library	25,000
1	Montgomery City-County Public Library	Major Urban Resource Library	25,000
1	Moody Public Library	Small Library Development	3,000
1	Moundville Public Library	Small Library Development	2,400
1	Newton Public Library	Small Library Development	3,000
1	North Shelby County Library	Collection Development	10,000
1	Odenville Public Library	Small Library Development	3,000
1	Parnell Memorial Library	Small Library Development	3,000
1	Pelham Public Library	Collection Development	10,000
1	Pell City Public Library	Small Library Development	3,000
1	Pickens County Cooperative Library	Project Enlighten: Services to the Young in Pickens County	23,200
1	Piedmont Public Library	Small Library Development	3,000
1	Public Library of Anniston & Calhoun County	Automatn of Subreg. Lib. for the Blind & Phys Handicpd	9,250
1	Rainsville Public Library	Small Library Development	3,000
1	Reform Public Library	Small Library Development	3,000
1	Russellville Public Library	Small Library Development	3,000
1	Stevenson Public Library	Small Library Development	1,000
1	Sulligent Public Library	Small Library Development	3,000
1	Tarrant Public Library	Small Library Development	3,000
1	Troy Public Library	Automation: On-Line Circulation System	18,105
1	Tuscaloosa Public Library	Youth Non-Fiction Collection Development	10,000
1	Union Springs Public Library	Collection Development	10,000
1	Vernon Public Library	Small Library Development	2,000
1	Warrior Public Library	Small Library Development	3,000
1	Weatherford Public Library	Small Library Development	3,000
1	Wheeler Basin Regional Library	Courtland Collection Development	1,000
1	Wheeler Basin Regional Library	Reference and Interlibrary Loan Librarian	17,961
1	Winfield Public Library	Small Library Development	3,000

Staff

September 30, 1992

Patricia L. Harris, Director

Administration

Executive Secretary	Sherry Hendrix Luna
Administrative Support	Margaret A. Batley
	Anne Renfroe
Assistant Director	Fred D. Neighbors
Administrative Services	VACANT
Division Secretary	Debbie Head
Business Office	Gail Broadway
	Kim Goodson
	Suelane Sansom
Facilities Maintenance	Eddie Vaughn
Support Services	Donald C. Hart
Computer Operator	Mary Payne
Programmer	Nancy Rhodes
Printing & Publications	Julie Hare

Library Development

Fred D. Neighbors, Head

General Consulting	Hulen E. Bivins
	Jim Smith

Library Operations

Alice G. Stephens, Head

Reference and Interlibrary Loan, Head	Judy Shepard
Government Documents Librarian	Vince Thacker
Reference Librarians	Al Craig
	Katie Ray
Reference Staff	Lucy Huck

Staff

Library Operations (continued)

Interlibrary Loan/Online Searching Librarian	Jane Marks
Interlibrary Loan Staff	Judy Jarman
	G.K. Norris
	Gerald Wingertsahn
Technical Services, Head	Janet Hamilton
Cataloger	June Brown
Cataloging Staff	Nadine Jenkins
	Carolyn Mallard
	Louise Peacock
State Databases, Head	Ruth Evans
AULS Librarian	Robert Avant
Acquisitions/Serials, Head	VACANT
Acquisitions/Serials Staff	Ronald Barnes
	Ann Inman
	Jackye Shuler
Audiovisual, Head	Robyn Long
Audiovisual Librarian	Doradean Barnett
Audiovisual Staff	Beverly Davis
	Gloria Norman

Regional Library for the Blind and Physically Handicapped

Fara Zaleski, Head

Circulation Services	
Reader Advisors	Susan Clements
	Mike Coleman
Braille Librarian	Jimmy Gibson
Circulation Services Staff	Deborah Gibson
	Maye Sims